

Chief, Security Branch, ICE

18 September 1958

TO : "M"-Que Emergency Officer, OIR  
Chief, Industrial Division, OIR

Authorization for Release of Exit Keys. New Assignment of  
Alternate Warden.

REF : "M"-Que Emergency Plan: OIR Office Regulation 10-41, Annex 6,  
17 July 1958.

1. Members of this Division are assigned the responsibility  
for opening Emergency Exit-1, when the need for a building  
evacuation arises. This exit is located between "M" and Que  
Building (1500 Wing).

2. Our Wardens and their Alternates (p. 3 ref.) had been  
advised informally to obtain a key to open Exit-1 from the recep-  
tionist at the 1100 Wing of Que Building. But our Wardens can  
not obtain this key unless you authorize such action.

25X1A9a [redacted] of your office advised us that a list of authorized  
Wardens should be forwarded to you. Their badge numbers will  
identify them to the receptionist. It is understood that the  
Warden for Post Exit-1 will normally be the only user of the key,  
but in the event of his absence any of the designated alternates  
should be able to obtain it.

25X1A9a

- 1.
- 2.
- 3.
- 4.

25X1A9a

LL-160  
PP-301  
PP-349  
AA-464

25X1A9a. [redacted] of this Division is designated as  
Alternate Warden, Area "M" replacing [redacted] (page 2, reference)

25X1A9a

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Distribution:

- Orig. 1 - Addressee
- 1 - OIR "M"-Que Emerg. Off.
- 1 - D/I
- 1 - I/ME
- 4 - each warden

OIR: [redacted] /2345